

## Green Acres Program - Preliminary Assessment Checklist

To ensure that your Preliminary Assessment and Preliminary Assessment Report meet the minimum requirements as defined in the Technical Requirements for Site Remediation, N.J.A.C. 7:26E-3.1 through 3.2, and to avoid delays to your project that may result from submitting incomplete information, please complete the attached checklist.

1. Have you performed a diligent inquiry? Yes\_\_\_\_ No\_\_\_\_

**Please note:** Diligent inquiry is defined in N.J.A.C.7:26E-1.8 as: Conducting a diligent search of all documents which are reasonably likely to contain information related to the object of the inquiry, which documents are in such person's possession, custody or control, or in the possession, custody or control of any other person from whom the person conducting the search has a legal right to obtain such documents; and making reasonable inquiries of current and former employees and agents whose duties include or included any responsibility for hazardous substances, hazardous wastes, hazardous constituents, or pollutants, and any other current and former employees or agents who may have knowledge or documents relevant to the inquiry.

2. Have you presented a history of ownership of the property, from the time the site was naturally vegetated or utilized as farmland in accordance with N.J.A.C. 7:26E-3.1(c), including the names of all owners and operators, dates of ownership of each owner, and dates of operation of each operator? Yes\_\_\_\_ No\_\_\_\_

3. N.J.A.C. 7:26E-3.1(c)1.i., states that site history information shall be obtained from sources including, but not limited to, the following:

- a. Sanborn Fire Insurance Maps;
- b. MacRae's Industrial Directory;
- c. Title and Deed;
- d. Site plans and facility as-built drawings;
- e. Federal, state, county and local government files; and
- f. The NJDEP's Geographic Information System

Have you reviewed all of these sources in order to prepare the site history? Yes\_\_\_\_ No\_\_\_\_

3. Have you presented a brief description of any past industrial and/or commercial operations conducted on site by each owner and operator? Yes\_\_\_\_ No\_\_\_\_

a. Have you listed the hazardous substances, hazardous wastes, hazardous constituents and pollutants, that are or were historically present on the site? Yes\_\_\_\_ No\_\_\_\_

b. Have you identified all former and current wastewater discharges (sanitary and/or industrial waste), and mapped all discharge and disposal points on a scaled site map? Yes\_\_\_\_ No\_\_\_\_

c. Have you identified the source of potable and/or industrial process water? Yes\_\_\_\_ No\_\_\_\_

d. Have you identified how structures on the property are heated? Yes\_\_\_\_ No\_\_\_\_

4. Although N.J.A.C. 7:26E-3.1(c)1.vi. requires an interpretation of historic aerial photography for sites 2 acres and larger, the Green Acres Program considers the protection of public health and the expenditure of public funds to be justification for requiring work to be performed beyond the minimum technical requirements (N.J.A.C. 7:26E-1.7). Therefore, interpretation of the aerial photographic history of the site must be performed, regardless of site size. Have you presented a description of aerial **photographic interpretation for the period dating from 1932, or the earliest photograph available, to the present?** Yes\_\_\_\_ No\_\_\_\_

5. Have you identified any current or prior remediation activities on the site, including the name of any government agency involved and case identification number? Yes\_\_\_\_ No\_\_\_\_

6. N.J.A.C. 7:26E-1.8, defines areas of concern as areas in which pollutants, hazardous substances or wastes may have been discharged to the environment. (See the Technical Requirements for Site Remediation for a complete listing of areas of concern.) Have you presented a list of any potential areas of concern, identified during the performance of the preliminary assessment? Yes\_\_\_\_ No\_\_\_\_

7. Have you presented a recommendation, per N.J.A.C.7:26E-3.2(a)4, for each area of concern identified at the site that either the area is potentially contaminated or remediation is required or the area of concern is not believed to contain contaminants above the applicable remediation standards, and provided documentation to support this belief? Yes\_\_\_\_ No\_\_\_\_

8. Have you listed any current or prior environmental permits? Yes\_\_\_\_ No\_\_\_\_

9. Have you listed any administrative, civil, or criminal enforcement actions for alleged violations of environmental laws which may have resulted in an environmental impact on the site? Yes\_\_\_\_ No\_\_\_\_

10. Have you conducted a site visit to confirm the findings of the review of historic information obtained through diligent inquiry? Yes\_\_\_\_ No\_\_\_\_

11. Have you provided a copy of the United States Geologic Survey 7.5 minute topographic quadrangle, or a copy of a portion thereof, that includes the site? Yes\_\_\_\_ No\_\_\_\_

12. Have you certified the report, pursuant to N.J.A.C. 7:26E-1.5? Yes\_\_\_\_ No\_\_\_\_

The certification wording is provided below:

*I certify under penalty of law that I have personally examined and am familiar with the information submitted herein, including all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, to the best of my knowledge, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil penalties for knowingly submitting false, inaccurate or incomplete information and that I am committing a crime of the fourth degree if I make a written false statement which I do not believe to be true. I am also aware that if I knowingly direct or authorize the violation of any statute, I am personally liable for the penalties.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name/Title: \_\_\_\_\_